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Off-Campus Employment Due to Severe Economic Hardship For Students in F-1 Status

General Requirements

F-1 students may be eligible for off-campus work authorization due to economic hardship if:

1. In the opinion of the U.S. Citizenship and Immigration Services (USCIS), the need to work is caused by **unforeseen circumstances not within the student's control** such as
 - Loss of financial aid or on-campus employment without fault on the part of the student;
 - Substantial fluctuations in the value of currency or in the exchange rate;
 - Unusually high medical bills;
 - Other su

- **Complete and email a CIE advisor your Economic Hardship I-20 Request Form (last page in handout)**
 - Your requested dates on the I-20 can be changed/alterd by the adjudicator approving your application.
 - Since the application can take about 3 months to process, we recommend you use a future date.

Submitting your documents to CIE via Email

- Submit the completed/signed Economic Hardship I-20 Request Form
 - Submit the completed I-765 form for review.
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Passport Photo Requirements

Your photo is a vital part of your application. To learn more, review the information below on how to provide a suitable photo. We recommend you use a professional passport photo service to ensure your photo meets all the requirements.

All photos must be no more than 30 days old when an application is filed and must meet the specifications for full frontal/passport photos as stated on the US Department of State website:

In color

Printed on matte or glossy photo quality paper

2 x 2 inches (51 x 51 mm) in size

Sized such that the head is between 1 inch and 1 3/8 inches (between 25 and 35 mm) from the bottom of the chin to the top of the head.

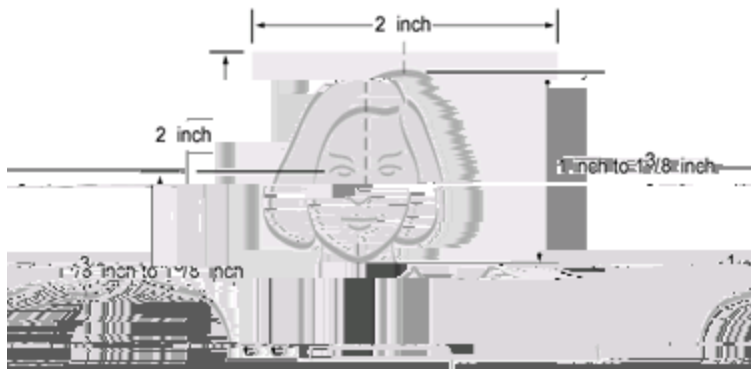
Taken in front of a plain white or off-white background

Taken in full-face view directly facing the camera

With a neutral facial expression and both eyes open

Taken in clothing that you normally wear on a daily basis:

- Uniforms, clothing that looks like a uniform, and camouflage attire should not be worn in photos except in the case of religious attire that is worn daily.
- You may only wear a hat or head covering if you wear it daily for religious purposes. Your full face must be visible and your head covering cannot obscure your hairline or cast shadows on your face.
- Headphones, wireless hands-free devices or similar items are not acceptable in your photo.
- If you normally wear prescription glasses, a hearing device or similar articles, they may be worn for your photo. Glare on glasses is not acceptable in your photo.
- Dark glasses or non-prescription glasses with tinted lenses are not acceptable unless you need them for medical reasons (a medical certificate may be required).



For more information on photo standards visit the Department for State website at <http://travel.state.gov/passport/pptphotos/index.html>.



Economic Hardship I-20 Request Form

Student Information	
Family/Last Name:	First Name:
NETID:	SEVIS Number: N
Degree/Major:	Level of Study: Master's Bachelor's
Telephone:	Email:

Economic Hardship Request Dates	
*Economic Hardship can be authorized up to one year (12 months) at a time or until program end date, whichever is shorter	
Requested Start Date:	Requested End Date:

Applicant Requirements and Responsibilities	
<ul style="list-style-type: none"> • I have reviewed the Economic Hardship handout and confirm I have met the requirements • I understand that I must enroll full time during Fall and Spring semesters • I understand I cannot start working before the date authorized on my EAD • I understand that I can only work part time during the semester and full time during breaks • I understand that my EAD will be terminated if I fail to maintain good academic standing, fail to enroll full time, once I complete all my degree requirements or transfer to another school. • I will email CIE (cie@csueastbay.edu) a copy of my EAD upon receiving it 	

Acknowledgement and Signature	
<p>I have read and now understand the above requirements. It is my responsibility to abide by the regulations governing Economic Hardship and to maintain F-1 status. Failure to abide by the requirements is failure to maintain my F-1 status and my result in termination of my SEVIS record and thus my ability to work. In addition, failure to abide by the requirements may could potentially affect any future immigration benefit applications filed with USCIS such as H-1B or Permanent Residency.</p> <p>CIE is able to provide you with general guidance. However, any advice provided to you by our office, as well as the information in this packet, should not be construed as legal advice. Additionally, due to the fluid nature of governmental interpretation, the USCIS may change its interpretation of these immigration laws/regulations and eligibility requirements for benefits, at any time. We will do our best to provide you with the most current guidance. Each case is fact-specific and it is advised that you contact an experienced immigration attorney if you have questions regarding your situation.</p>	
Student Signature:	DATE:

Economic Hardship Request I-20

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